



**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION  
THURSDAY, JUNE 12, 2025  
5:00pm  
BACK TO BASICS  
HOLIDAY INN AND SUITES AT GRAND PRAIRIE  
7601 N ORANGE PAIRIE ROAD, PEORIA, IL 61615**

**CALL TO ORDER**

President Stewart called the meeting to order at 5:03 pm, and led the recitation of the Pledge of Allegiance.

**ROLL CALL**

CIMCO Officers Present:

Nicole Stewart, President; Courtney Coe, Vice President; Tammy Hintz, Secretary, Stefanie Tarr, Past President, Darcy Sandefur, Treasurer absent

President Stewart declared a quorum was present.

CIMCO members introduced themselves, along with their title and years of service.

CIMCO Members Present:

Trina Bonds (Peoria), Kaylee Barr (Champaign), Tierra Shickel (Normal), Angie Huonker (Normal), Amanda Stutsman (Bloomington), Melissa Teel (Monmouth), Janet Gray (Rantoul), Ericka Gugliotta (Galesburg), Kelli Bennewitz (Galesburg), Charlotte Park (Colona), Shannon Myers (Champaign), Autumn Lange (Catlin), Brenda Evans (Neoga), Jacki Clayton (Godfrey), Kimberly Garza (Roscoe), Margie Barnes (West Peoria), Valeri Brod (Washington)

**MEETING MINUTES**

A motion was made by Courtney Coe to approve the April 2, 2025 Meeting Minutes as presented, seconded by Kelli Bennewitz, Motion carried by viva voce vote.

**REPORT OF OFFICERS AND COMMITTEE'S**

President Stewart thanked Courtney Coe and the Technology Committee for their great work on the website.

Tierra Shickel submitted her work to be received and filed regarding points approval to IIMC for the Back to Basics Seminar. This report has been filed with IIMC and can be used for reference for future seminars. Courtney Coe made a motion to receive, seconded by Janet Gray, motion carried by viva voce vote.

### **NEW BUSINESS**

Members received a notice concerning a change of Bylaws to amend Standing Rule 6 Scholarship Guideline. Courtney Coe explained that the language was cleared up, to specify that there are multiple scholarship and to list each scholarship. A motion was made by Tierra Schickel, seconded by Margie Barnes. Motion carried by viva voce vote.

Resolution approving changing the name of the Biennial Back to the Basics Seminar Scholarship to the Mary L. Haynes Memorial Scholarship. President Stewart stated that Mary Haynes, was a founding member of CIMCO. Stefanie Tarr asked the group for any suggestions regarding the change. President Stewart read the Resolution aloud. Stefanie Tarr will correct the resolution to state be resolved by CIMCO. Stefanie added that Amanda Stutsman and Courtney Coe researched and found an article in regards to a Illinois Senate Resolution about Mary Haynes service to the City of Peoria. A motion was made by Courtney Coe, seconded by Angie Huonker. Motion carried by viva voce vote.

Margie Barnes mentioned there is a poem written by Mary Haynes, which had been read at past Back to Basics seminars. Mary Haynes taught back to basics at Institute, she retired after 23 years of service.

Darcy Sandefer, Treasurer was absent, but recommended renewing the current CD for a six months. Amanda Stutsman made a motion to approve the renewal, seconded by Kelli Bennewitz. Motion carried by viva voce vote.

### **GENERAL ANNOUNCEMENTS**

The next meeting will be held in Washington at Tangled Roots for a dinner meeting at 5:30 pm. The annual meeting is scheduled in October during Institute and Academy and will need to rescheduled. Future meetings and seminars were discussed.

The scholarship application for institute is not available at this time. Janet Gray suggested that when a CIMCO member passes away, instead of sending flowers that the amount be transferred to a scholarship. This can be placed on a future agenda.

President Stewart asked for a moment of silence for City Clerk, Sue McMillian. Sue worked for the City of Pekin for 34 years, she cared a lot about CIMCO and her fellow clerks. President Stewart added her presence is truly missed in her office.

**CIMCO**

**June 12, 2025**

**Page | 3**

**ADJOURNMENT**

With no further business, Stefanie Tarr made a motion to adjourn the meeting, seconded by Courtney Coe. Motion carried, meeting was adjourned at 5:24 pm.

**Tammy Hintz**

**CIMCO Secretary 2024-26**

**Deputy City Clerk, Delavan, IL**